

SECRETCopy 5 of 5

16 January 1956

MEMORANDUM FOR: Finance Division, Accounts Branch

SUBJECT : - Travel Claim for Period
1 - 31 December 1955

1. It is requested that subject employee's 144.1 account be credited in the amount of \$372.00. This credit should reduce the advance account balance of \$129.87 which will be accounted for on or about 15 February 1956.

2. For your protection in taking this action, I certify that there is in the custody of the Project Comptroller a sufficient voucher which is consistent with Agency regulations, approved by an appropriate approving authority and certified by an authorized certifying officer in the amount of \$372.00. This expense is properly chargeable as follows:

<u>TRAVEL ORDER NO.</u>	<u>ALLOTMENT SYMBOL</u>	<u>OBJECT CLASS</u>	<u>AMOUNT</u>
ECS-DCI-Proj 211-56	6-1004-30-080	02.1	\$ 372.00

3. The Security Office requests that this voucher not be released through normal administrative channels.

Authorized Certifying Officer
Project Comptroller

Distribution:

- 0&1 - Addressee
- 3 - Voucher file
- 4 - Proj Pers file
- 5 - Chrono

JHSjr/c

**FUNDS ARE
AVAILABLE**

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